



December 2, 2016

Ms. Misty Ketron
START Contracting Officer
U.S. Environmental Protection Agency, Region 7
11201 Renner Boulevard
Lenexa, Kansas 66219

**Subject: Staffing Plan for Pre-CERCLIS Screening Activities
Bridgeton Dust, Bridgeton, Missouri
U.S. EPA Region 7 START 4, Contract No. EP-S7-13-06, Task Order No. 0104.003
Task Monitor: Tom Mahler, On-Scene Coordinator**

Dear Ms. Ketron:

To meet the requirements of the Superfund Technical Assessment and Response Team (START)4 Contract No. EP-S7-13-06, Tetra Tech, Inc. (Tetra Tech) is submitting this staffing plan for the Bridgeton Dust site, Task Order 0104, subtask 003, received by Tetra Tech on December 2, 2016. The personnel and subcontracts proposed in this document are subject to change based on EPA-approved changes to the project scope and schedule.

Government Pricing Schedule. The distribution of labor and other direct costs (ODC) presented on the Government Pricing Schedule appears adequate. Tetra Tech anticipates completion of the Task Order within the funded ceiling pending finalization of the proposed scope of work.

Project Manager Staff. Tetra Tech proposes **Ex. 4 - CBI** as the Tetra Tech START Project Manager for this Pre-CERCLIS Screening assessment, which may include review of existing radiological data and other relevant site data, determining pathway-specific receptors for residential targets, coordinating analytical services consistent with Field and Analytical Services Teaming Advisory Committee (FASTAC) guidance, and sampling of various environmental media for radionuclides. **Ex. 4 - CBI** prior site experience and labor classification meet the needs and project technical requirements specified in the Task Order and clarified through communication with the EPA Task Monitor.

Technical Support Staff. Based on Tetra Tech's review of the project scope of work and requirements set forth in the Task Order, additional technical personnel will be utilized as appropriate to meet the specified requirements.

Geographical Information System (GIS) and Data Management Support Staff. Tetra Tech START's GIS and data management staff currently consists of **Ex. 4 - CBI**

Ex. 4 - CBI One or more of these individuals will provide mapping and other GIS support as required to fulfill the project requirements.

Deliverable Review Staff. All final deliverables prepared by Tetra Tech START will undergo editorial, technical and quality control (QC) reviews by qualified staff. Editorial reviews will be performed by **Ex. 4 - CBI** reviews will be performed by **Ex. 4 - CBI** Technical reviews will be performed by staff with appropriate expertise and site experience.

Health and Safety Staff. The site-specific health and safety plan and all other site health and safety matters will be reviewed by the Tetra Tech START Regional Health and Safety Coordinator, **Ex. 4 - CBI**

Office Support Staff. Project accounting activities will be performed by **Ex. 4 - CBI**
Procurement activities will be led by **Ex. 4 - CBI** Word processing, document control and other administrative support will be performed by **Ex. 4 - CBI** Clerical support, including file maintenance, processing expense reports and document production support, will be performed by Peggy Bysel.

Proposed Subcontractors. Based on Tetra Tech's initial review of the project technical requirements specified in the Task Order, the following subcontracts may be issued:

- ☐ Analytical laboratory (from list of pre-qualified vendors)

The proposed personnel are listed below according to labor classification and project role.

TABLE
PROPOSED LABOR CLASSIFICATIONS AND PROJECT ROLES

Labor CLIN	Project Role	No. of Personnel	Home Office	Mode of Transportation	Justification ^a
0002 - Senior Scientist	Project Manager	1	Kansas City, MO	Lease or rental vehicle	NA
0002 - Senior Scientist 0003 - Junior Scientist	Technical Support Staff	TBD	Kansas City, MO and/or Fenton, MO	Lease or rental vehicle	NA
0002 - IT Professional 0003 - Junior Scientist	GIS Support	1-2	Kansas City, MO	NA	NA
0001 - Prin. Professional 0002 - Senior Scientist	Deliverable Review	3	Kansas City, MO	NA	NA
0001 - Prin. Professional	Health & Safety	1	Kansas City, MO	NA	NA
0004 - Contract Admin.	Procurement, Project Accounting, Word Processing, Document Production	4	Kansas City, MO	NA	NA
0005 - Clerical	Document Control, Expense Reports, Document Production	1	Kansas City, MO	NA	NA
1009 - Subcontracts	Analytical Laboratory	NA	NA	NA	NA

Notes:

^a This column addresses justification for using personnel from offices outside of EPA Region 7.

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If you have questions or comments regarding this staffing plan, please contact me at (816) 412-1754.

Sincerely,

A handwritten signature in cursive script, appearing to read "Ted Faile".

Ted Faile, PG, CHMM
START Program Manager

cc: Debra Dorsey, Region 7 START Project Officer
Tom Mahler, EPA Subtask Monitor
Jamie Bernard-Drakey, EPA Task Order Monitor, Missouri Site Assessment Coordinator
Rob Monnig, START Project Manager